

DRAFT MEETING MINUTES - REVISED

MEETING NAME: WISCONSIN ENTERPRISE ARCHITECTURE TEAM (WEAT)

DATE: SEPTEMBER 21, 2004

TIME: 8:30 A.M. TO 12:00 P.M.

LOCATION: ADMINISTRATION BUILDING, THE YAHARA ROOM, ROOM 122

WEAT Members:

- Group Leader/Chief Enterprise Architect – Patricia Carlson (a DET representative)
- Enterprise Architect – Keith Hazelton (UW representative)
- Enterprise Architect – Bud Borja (Milwaukee Co., local government representative)
- Enterprise Architect – Mickey Crittenden (Rock Co., local government representative)
- Enterprise Architect – Jay Jaeger (DOT, large state agency representative)
- Enterprise Architect – Diane Kohn (DWD, large state agency representative)
- Enterprise Architect – Judy Heil (DATCP, small state agency representative)

DET Governance:

- Michelle Eldridge (DET Domain Manager Team Lead)
- Molly Conroy (DET Governance Support Staff)

DET Development and Operations:

- Phil Schwarz (DET Operations Representative)

DET Infrastructure and Networks:

- Erik Mickelson (DET Infrastructure and Networks)

Guest:

- George Pasdirtz, Ph.D. (UW - Division of Information Technology)

Patricia Carlson, Bud Borja, Judy Heil, Michelle Eldridge and Phil Schwarz were absent from the meeting.

Agenda Items

1. Approval of August 24 and September 7, 2004 Minutes
2. Review of Action Items
3. Status Updates
4. Enterprise IT Plan
5. Wisconsin Justice Information Sharing (WIJIS)
 - 5.1 Overview
 - 5.2 WIJIS and Enterprise Relationship
 - 5.2.1. Architecture
 - 5.2.2. Local Integration
 - 5.2.3. Security
 - 5.2.4. ESB
 - 5.2.5. Portal Product
 - 5.3. Documentation
 - 5.4. Next Steps

Links:

These links were presented as informational material for the benefit of WEAT team members, rather than for evaluation.

1. WIJIS Home: <http://axle.doit.wisc.edu/~gwp/WIJIS/#Data%20Model>
2. Current WIJIS Architecture: <http://axle.doit.wisc.edu/~gwp/WIJIS/#Data%20Model>

Action Items / Issues to Address

- Erik will help determine what parts of current enterprise initiatives need to be brought back to various governance groups.
- Erik will talk to Patricia about determining a single place to publish standards and if it would be possible to create a page to publish architectures for enterprise efforts.
- Erik will set up a small meeting of people working on enterprise initiatives to talk about the convergence of documentation and work on architectural description.
- The WIJIS group will bring a draft architecture to the Directory Working Group (DWG) to identify issues and challenges for implementation of WIJIS architecture for directory concerns.
- Erik will request expanding the scope of the "ad hoc security group" to include additional WEAT members. It was suggested that the mechanism used to engage people into groups should go through TLC governance process.
- George and Erik will follow-up to see what involvement WIJIS could have with portal procurement and involve Deb Winter.
- The draft minutes from the August 24, 2004 meeting and the September 7, 2004 meeting need approval.
- The WEAT team will continue to work on the integration architecture framework.
- Patricia will begin to outline the WEAT business plan and send the updated charter.
- Patricia will provide WEAT an update of her status meetings with Matt.
- Molly will draft meeting minutes and provide them to WEAT for review.
- WEAT support staff will update the WEAT Web site with today's meeting documents.

Meeting Notes

1. Introduction to Meeting / Approval of Meeting Minutes

Erik Mickelson opened the meeting and requested approval of the revised meeting minutes.

Action: *The approval of the draft minutes from the August 24, 2004 meeting and the September 7, 2004 meeting was deferred until the next meeting.*

2. Review of September 7, 2004 Action Items

There were no updates to the September 7 action items provided at the meeting.

3. Status updates

Survey for Local Government's IT

Patricia has met with the UW student project team that is designing the survey for local government. This online survey will contain about 50 questions for GIPAW members. The tentative completion date will be in November.

Portal Solicitation

The solicitation has moved into the procurement process. A vendor meeting was held Friday, September 17, to review the draft solicitation document. Questions and answers from the session were returned to vendors on September 20. Vendors were concerned about the aggressive timeline for the process. Erik and Allen Poppe are defining requirements for demonstration of a prototype of the portal product from the two top vendors. Two vendors will be implementing an application in the portal interface using their tool. Erik will ask Patricia to bring demonstration requirements to WEAT for feedback. The selection process will be wrapping up in three to four weeks. Betsy Paque is handing the solicitation document over to Daniel Breitbach, the Desktop Domain Manager. The portal procurement team is reissuing the entire solicitation document with appendix C removed and added amendments.

4. Enterprise IT Plan

Erik and Molly Conroy updated the team on the status of the Enterprise IT Plan. Michelle Eldridge, Betsy Paque, John Pribek, and Patricia are continuing to work with Matt on the enterprise IT plan. This year's plan will be a 20-page brochure to communicate the high-level view of the vision for enterprise IT. The plan is in review and a copy will be provided to the Department of Administration Secretary's Office.

5. Wisconsin Justice Information Sharing (WIJIS)

WEAT members provided an overview of the team's purpose and mission. Matt Miszewski, State CIO, felt a need to define EA at the state level and create a vision and direction for agencies to follow at an architectural standpoint to develop more common implementations in agencies. The team began by defining principles of architecture, but, since then, members have been forming specialized opinions on enterprise initiatives. In addition to WEAT, the state has a technical governance structure. The Technology Leadership Council (TLC) is an organization of the Chief Information Officers and Information Technology (IT) Directors from a number of state agencies, as well as several counties and professional associations. The TLC is based around domains used to set standards and define projects. The Business Leadership Council (BLC) provides the business drivers that initiate technical projects.

WEAT members suggested that the WIJIS team will want contact the other state governance structures. Patricia is working on enterprise funding for governance groups through WEAT. She has been in discussions with Matt, who has a favorable view of WEAT providing consulting to agencies. WIJIS shares common view among agencies, which need a clear perspective of these governance groups.

An important role for WEAT is to keep a long-term view of the costs of IT to the state to keep agencies from re-inventing the same wheel independently, including counties and municipalities. The heavy cost of missed opportunities in the IT world affects the state and WEAT has been charged with finding a better way. WEAT is creating a single technical reference model (TRM) including integration, network, and security. The TRM will come from recommendations from the TLC domain sub-groups.

George Pasdirtz' role within WIJIS is the chair of the architecture committee, with a background at the UW as a consultant on the health alert network (HAN). George has been involved with HAN to develop a web portal to public health data. HAN and WIJIS are both looking at communities and data. He has been working on WIJIS for about 2-3 years, starting when Ken Ebbe asked him to join a meeting on a WIJIS project to look at vendor products to integrate disparate law enforcement systems. Ken and George work on state initiatives, such as planning and business requirements generation for WiscNet. George has been looking to repackage components of HAN for other initiatives, which is not currently possible. Others who have a role in creating the WIJIS architecture include Byron Glick and Deb Winter. Byron Glick has created an end state architecture diagram and business structure for the committee, including the oversight group over business and architectural working groups. Deb Winter runs the business group.

One challenge for the group has been that the project has adequate funding for project without experience in project management. George has been creating use cases for WIJIS. He will deliver the draft architecture on October 1 for review. The draft is uses the global justice reference model containing data and object models. The draft architecture will be based on UML. George got the SunTone model, which is not practiced at the state, from Erik. There is no current consistency in the state for representing project use cases, etc. Standardization for communication required, e.g., the definition of web services. The lack of standard communication is part of the struggle with the vision of the WIJIS project.

WISJIS' goal is to bridge incompatible RMS systems to share data. The draft architecture will become a standard for information sharing. The team still needs to determine ways to make it a standard. The team must determine who has authority to make it stick, and how to create something tangible to evaluate a project's compliance with the standard. This is a great opportunity for enterprise to establish some patterns. All levels of government are looking for guidance and consulting, and help evaluating vendors. There are thirty-two vendors selling justice systems in Wisconsin. Vendors involved with the WIJIS project include Visionare, Motorola, Printrack, etc.

George's role is to produce a draft architecture and identify components of the system, which is derived from the jgxdm reference model. WISJIS is not a synchronized communication vehicle with RMS systems. A system needs to be agile to comply with business requirements, as a businessperson will dictate how the system will be used. Ken Livesey doing a security architecture, and has suggested that an architectural stake be put in the ground, as long as it is flexible for the requirements group to make adjustments for business use.

The model has places for both criminal justice vs. civil forfeitures.

The enterprise services bus (ESB) is a critical part of what shows up in the system. The system will need that data exposed as a web service and mapped into jgxml.

The WIJIS gateway is a web portal and application system. The web portal manages the user interface and the application system is an index to justice information. WIJIS will maintain where objects are or information about objects in the system as part of the object model.

Within the communication model, information providers can give information out of their systems and are responsible for that information, and this includes privacy challenges from incident reports.

Business security for data will be a vital part of the project. This will include a granular level of security to control who has access to what data and policy enforcement points at various levels, e.g., general sensitive person objects. The system will need screening and need to record access. The system must be adaptable to what information and objects are screened and it will need requirements in terms of validity and freshness of data. Involvement of local information providers is covered by MOUs.

During time WIJIS is defining its architecture, the enterprise will be working on similar initiatives and creating several technical models. While things are evolving in the definition of enterprise and EA mission, perhaps there is an opportunity here for WEAT and WIJIS to work together to create some savings and sameness without the burden of a formal governance process. Being aware of facing the same sets of problems and the opportunity to put a stake in the ground will help both groups.

WEAT and WIJIS can define the need and hope for enterprise componentry to address issues, e.g., using the portal to deliver web services. This will require a model of what a system will do and how it will interact with "what is" in our environment. WEAT and WIJIS need to collaborate on common problems and produce work. Part of this work is simple, efficient delivery of a message around saving costs, etc. The teams will need to provide definitions and consulting services around a model. This is a unique moment of opportunity, with respect to business needs and technology and WEAT should be a part of this process. Architecture successes are occurring under the radar, but just not producing real models, etc.

The group discussed different views of models and their value. There is a debate on having one shared RMS/information system and the consolidation of how many vendors to deal with, depending on interfaces they can support. Most of the DA offices are running on the same case management system, PROTECT. There are issues of opening RMS systems because of the potential exposure of information in systems.

The group talked more about WEAT's role as one of the governance structures. Much of this discussion should be occurring at the Application Domain level, because the domain needs to develop an application architecture. The domain's mission should be to develop a meta architecture for enterprise applications and a diagram for how to fit application pieces together. The governance structures need to determine vision of the domains and clarify interfaces of groups and what message is communicated. Patricia's role is to define the EA framework, with WEAT to help advise. Local IT staffs are requesting standards to evaluated products from George, who would rather IT staff go to the Application Domain for this kind of information. The governance structures must create a central spot to find all standards pieces to create an architecture.

The group would like Matt to articulate additional information on his vision. It was suggested that instances like WIJIS be made available as examples. A WEAT member suggested capturing what happens as WIJIS progresses and collecting the information as a single sample. This is the beginning of an iterative process that will have some definition around it. If the portal project team and WIJIS work together, both will need to make assumptions based on loosely defined requirements, and will benefit from each other's perspectives. This will help to define and capture interactions among governance groups and encourage cross-pollination around areas of interest.

WIJIS would like to work with other enterprise groups. For issues on identity management and directory interaction, a WEAT member suggested WIJIS work with the directory working group (DWG).

The group discussed the value in discussion of enterprise initiatives. The group discussed the issue of local integration and whether or not it involved just WIJIS or the enterprise. Often, the trouble comes in convincing people there is enough in common among entities to share information. Enterprise integration needs to be viewed as a component of a project. Currently, there are difference in lots of components in systems being shared. The state needs a systemic view of local integration concerns. Integration would benefit from discussion at multiple levels to gain more perspective, like an extended enterprise task force.

Action: Erik will help determine what parts of current enterprise initiatives need to be brought back to various governance groups.

Erik will talk to Patricia about determining a single place to publish standards and if it would be possible to create a page to publish architectures for enterprise efforts, e.g. web access management now, portal soon.

Erik will set up a small meeting of people working on enterprise initiatives to talk about the convergence of documentation and work on architectural description.

The WIJIS group will bring a draft architecture to the Directory Working Group (DWG) to identify issues and challenges for implementation of WIJIS architecture for directory concerns.

Erik will request expanding the scope of the "ad hoc security group" to include additional WEAT members. It was suggested that the mechanism used to engage people into groups should go through TLC governance process.

George and Erik will follow-up to see what involvement WIJIS could have with portal procurement and request Deb Winter's involvement.

The WEAT meeting was then adjourned.

The next meeting is Tuesday, October 5, 8:30 to 12:30 in room 122.

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